

# Guidelines for contributors

All contributors are asked to observe the following guidelines when submitting articles:

- 1) Please use Garamond as a typeface.
- 2) The title of the article should be centred and set in 14 pt bold, followed by the name of the contributor in 12 pt normal.
- 3) The body of the text should be 12 pt, single-spaced and ranged left. Hyphenation should be avoided.
- 4) All paragraphs except the first and those following a displayed quotation should have an indent of 0.5 cm.
- 5) Please use single quotation marks, with double reserved for quotations within quotations. Punctuation that is not part of the quoted material should be outside closing quotation marks, as should footnote indicators.
- 6) Longer quotations should be set in 10 pt and indented, with no quotation marks. Please use an indent of 0.5 cm. Do not increase the leading before or after displayed quotations and do not indent the first line after such a quotation. Prose citations should be in English, with the original relegated to the footnote.
- 7) Verse quotations should be indented as in the original and (where applicable) followed by a prose translation in square brackets.
- 8) Please distinguish between hyphens and n-rules (Alt + 0150). And please indicate omissions in quotations by [...] (Alt + 0133).
- 9) Footnotes should be used in preference to endnotes and set in 9 pt. Long footnotes should be avoided.

## Sample footnotes:

1. Dieter Borchmeyer, *Richard Wagner: Abasvers Wandlungen* (Frankfurt 2002), 3.
  2. Ulrike Kienzle, 'Brünnhilde – das Wotanskind', *Alles ist nach seiner Art: Figuren in Richard Wagners 'Der Ring des Nibelungen'*, ed. Udo Bernbach (Stuttgart and Weimar 2001), 81–103.
  3. Kienzle, 'Brünnhilde' (note 2), 90.
  4. Linda Hutcheon and Michael Hutcheon, 'Syphilis, Sin and the Social Order: Richard Wagner's *Parsifal*', *Cambridge Opera Journal*, vii (1995), 261–75, esp. 262.
- 10) Dates should be on the following model: c1760, 1840s, 22 May 1813, 1842–9.
  - 11) Please use the forms: Act I Scene 2, op. 1 no. 2 in E major, Ex. 12, motif(s). Titles of operas and music dramas should be given in the original, titles of Wagner's prose writings in English.
  - 12) Reference should be made, by preference, to the 4<sup>th</sup> edition of Wagner's *Gesammelte Schriften und Dichtungen*, using the orthography found there.
  - 13) Pitches should be identified using Grove's preferred system, with middle C as *c'* and the octaves above and below as *c''* and *c* respectively.
  - 14) Music examples should be submitted separately either as bmp, jpg or eps files (with fonts embedded) or as camera-ready copy. Photographs will be reproduced in black and white and should be submitted either as original prints or as TIF files on CD-ROM at a resolution of at least 300 dpi. Please indicate where in the text the music examples and photographs should be inserted. Contributors are responsible for obtaining permission to reproduce any material in which they do not hold copyright and for ensuring that the appropriate acknowledgements are included in the typescript.
  - 15) Files should be submitted as a Word document (\*.doc or \*.rtf) either in the form of an e-mail attachment or as a diskette or CD-ROM. Contributions cannot be accepted if they are submitted only in manuscript form.
  - 16) Authors will not receive a set of proofs.
  - 17) No liability is accepted for unsolicited typescripts. Manuscripts will not be returned.
  - 18) The editors reserve the right to return manuscripts that are not presented in accordance with the above guidelines.
  - 19) All contributions should include an abstract of between 5 and 10 lines, together with a brief biography, including date of birth, course of study, professional career and a note of important publications and areas of research.
  - 20) Deadlines: end of November for the summer issue (published in early July) and end of May for the winter issue (published at the end of November). These deadlines must be strictly observed.